DOCUMENT RESUME

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ABSTRACT

The informational and procedural requirements of 30 states for approval of new educational degree programs in community colleges are outlined in this report to the National Council of State Directors of Community/Junior Colleges. A detailed table lists 36 potential elements of program proposals, such as program title, goals, and objectives; students' characteristics and needs data; admission and student selection criteria; enrollment projections; costs and income data; course descriptions; personnel, library, and equipment needs information; and evaluation plans. The table indicates what descriptive information is required by each state to support requests for approval of new programs. A subsequent section indicates to which state agencies or officers the program proposals are submitted for review and approval. Procedures and deadlines for submission of proposals are outlined, and the summary for each state may include information on the ways in which new program proposals are implemented and evaluated. A final section covers the educational requirements for the associate degree and certificate programs currently offered in each state, frequently listing the purpose or orientation of the degree, the total number of course hours required, and hours required in various subject areas. (DR)

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Date: September 1, 1978

To: Members, National Council of State Directors of Community/ Junior Colleges

From: Terrence A. Tollefson

Subject: Final Report on State Associate Degree/Certificate Standards and Procedures for Community College Program Approval

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attachments

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JC 790 407

The following table presents information required to support requests for state-level approval of new educational programs leading to associate degrees in American community colleges, 1978-1979.

	PROGRAM TITLE/DEGREE	DOT, OE, HEGIS	PROGRAM LOCATIONS	PROGRAM GOALS/OBJECTIVES	MANPOWER NEEDS DATA	STUDENT NEED OR INTEREST DATA	ADVISORY COMMITTEE RECOMMENDATIONS	NO. STUDENTS/GRADUATES PROJECTED	STUDENT SELECTION/ADMISSION CRITERIA	NEW/EXISTING FACILITIES	EQUIPMENT/SUPPLIES NEEDED	PERSONNEL NEEDS	LIBRARY NEEDS	PROGRAM COSTS	PROGRAM INCOME	PROFESSIONAL ASSOC. ENDORSEMENT	REQUIRED PROGRAM LICENSURE ACCREDITATION	PROGRAM DUPLICATION	VA APPROVAL	RACE/SEX DATA	TRANSFER/ARTICULATION	CURRICULUM DEVELOPMENT PROCEDURES	SOURCES OF STUDENTS	LIST OF COURSES/CREDITS CLOCKHOURS
ALABAMA	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X		X	X	X	X	X	X	X
ARIZONA	X	X		X	X	X	X	X	X	X	X	X	X	X	X			X		X		X	X	X
ARKANSAS	X				X		X			X	X	X	X	X	X					X			X	
CALIFORNIA	X	X		X	X	X		X		X	X	X	X				X	X			X			X
CONNECTICUT	X	X		X	X	X		X										X		X	X			
DELAWARE	NOT SPECIFIED. DELAWARE HAS ONLY ONE COMMUNITY COLLEGE. THE PRESIDENT/STATE DIRECTOR APPARENTLY HAS EXCLUSIVE PROGRAM APPROVAL AUTHORITY.																							
COLORADO	X	X	X	X	X		X	X		X	X	X		X			X	X	X				X	X
FLORIDA*	X				X									X	X			X		X				
ILLINOIS	X	X	X	X		X		X		X		X		X		X	X	X			X			X
INDIANA	X	X	X	X	X	X	X	X		X	X	X	X	X	X		X	X			X	X	X	X
IOWA	X		X	X	X	X	X	X		X	X	X		X	X			X			X			X
KANSAS	(UNDER REVISION)													X										
KENTUCKY	(NOT SPECIFIED)																							

	PROGRAM TITLE/DEGREE	DOT, OE, HEGIS	PROGRAM LOCATIONS	PROGRAM GOALS/OBJECTIVES	MANPOWER NEEDS DATA	STUDENT NEED OR INTEREST DATA	ADVISORY COMMITTEE RECOMMENDATIONS	NO. STUDENTS/GRADUATES PROJECTED	STUDENT SELECTION/ADMISSION CRITERIA	NEW/EXISTING FACILITIES	EQUIPMENT/SUPPLIES NEEDED	PERSONNEL NEEDS	LIBRARY NEEDS	PROGRAM COSTS	PROGRAM INCOME	PROFESSIONAL ASSOC. ENDORSEMENT	REQUIRED PROGRAM LICENSURE ACCREDITATION	PROGRAM DUPLICATION	VA APPROVAL	RACE/SEX DATA	TRANSFER/ARTICULATION	CURRICULUM DEVELOPMENT PROCEDURES	SOURCES OF STUDENTS	LIST OF COURSES/CREDITS CLOCKHOURS
MARYLAND	X	X		X	X	X	X	X	X	X	X	X	X	X		X	X	X		X	X			X
MASSACHUSETTS	X	X		X	X	X	X	X		X	X	X		X		X	X	X						X
MISSISSIPPI	X		X		X		X		X	X	X			X	X	X	X							X
MISSOURI	X	X			X					X	X	X	X					X			X			
NEW JERSEY	X			X	X	X	X	X	X	X	X	X	X	X		X	X	X			X			X
NEW MEXICO	NOT SPECIFIED. ONLY JUSTIFICATION REQUIRED IS TO SUPPORT BUDGET REQUESTS																							
NEW YORK	X			X	X			X		X	X	X	X	X				X			X			
NORTH CAROLINA	X	X		X	X	X	X	X	X		X						X	X		X	X			
OHIO	X				X		X	X		X	X	X		X	X									
OREGON	X		X	X	X		X	X		X	X	X	X	X	X	X	X	X			X			
PENNSYLVANIA	EACH COMMUNITY COLLEGE BOARD OF TRUSTEES IS AUTHORIZED TO APPROVE ITS OWN PROGRAMS.																							
SOUTH CAROLINA	X	X		X	X			X	X	X	X	X	X	X	X		X	X					X	

	PROGRAM TITLE/DEGREE	DOT, OE, HEGIS	PROGRAM LOCATIONS	PROGRAM GOALS/OBJECTIVES	MANPOWER NEEDS DATA	STUDENT NEED OR INTEREST DATA	ADVISORY COMMITTEE RECOMMENDATIONS	NO. STUDENTS/GRADUATES PROJECTED	STUDENT SELECTION/ADMISSION CRITERIA	NEW/EXISTING FACILITIES	EQUIPMENT/SUPPLIES NEEDED	PERSONNEL NEEDS	LIBRARY NEEDS	PROGRAM COSTS	PROGRAM INCOME	PROFESSIONAL ASSOC. ENDORSEMENT	REQUIRED PROGRAM LICENSURE ACCREDITATION	PROGRAM DUPLICATION	VA APPROVAL	RACE/SEX DATA	TRANSFER/ARTICULATION	CURRICULUM DEVELOPMENT PROCEDURES	SOURCES OF STUDENTS	LIST OF COURSES/CREDITS CLOCKHOURS
TENNESSEE	NOT SPECIFIED																							
UTAH	X			X	X	X		X		X	X	X	X	X	X		X	X			X		X	X
WASHINGTON**	X	X	X	X	X		X	X										X	X					X
WEST VIRGINIA	X				X			X		X	X	X	X	X			X	X					X	X
WISCONSIN	X		X	X	X		X	X	X	X	X	X		X	X	X						X		X

* THE FLORIDA DEPARTMENT OF EDUCATION DOES NOT APPROVE NEW PROGRAMS, BUT MUST CONDUST A TECHNICAL REVIEW BEFORE ANY NEW PROGRAM IS OFFERED.

** THE WASHINGTON STATE BOARD FOR COMMUNITY COLLEGE EDUCATION APPROVES ONLY VOCATIONAL PROGRAMS. INDIVIDUAL COLLEGES ARE PERMITTED TO APPROVE THEIR OWN ACADEMIC PROGRAMS.

	RELATIONSHIP TO ROLES, MISSION/SCOPE OF INSTITUTION	RELATIONSHIP TO EXISTING PROGRAMS IN INSTITUTION	PROGRAM START DATE	NEW COURSE DESCRIPTIONS	EVALUATION PLANS	STATE LICENSURE/REGIONAL ACCREDITATION OF INSTITUTION	INDIVIDUAL COURSE APPROVAL REQUIRED	DESIGNATION OF AREA OF STATE TO BE SERVED	PROPOSED CONTRACTS/AGREEMENTS	AVAILABILITY TO PART-TIME/ EVENING STUDENTS	STUDENT FIELD/CLINICAL EXPERIENCE, INTERNSHIPS	ADVANCE PLACEMENT, CREDIT BY EXAM, PRIOR EXPERIENCE CREDIT
ALABAMA			X						X	X		
ARIZONA	X	X	X	X			X	X			X	
ARKANSAS	X					X						
CALIFORNIA		X	X	X	X							
CONNECTICUT	X	X			X	X						
DELAWARE	NOT SPECIFIED. DELAWARE HAS ONLY ONE COMMUNITY COLLEGE. THE PRESIDENT/STATE DIRECTOR APPARENTLY HAS EXCLUSIVE PROGRAM APPROVAL AUTHORITY											
COLORADO	X	X	X	X	X		X	X	X		X	
FLORIDA*												
ILLINOIS	X		X	X	X		X	X		X		X
INDIANA	X	X	X					X				
IOWA	X	X		X	X						X	
KANSAS	X							X				
KENTUCKY		NOT SPECIFIED					X					

	RELATIONSHIP TO ROLES, MISSION/SCOPE OF INSTITUTION	RELATIONSHIP TO EXISTING PROGRAMS IN INSTITUTION	PROGRAM START DATE	NEW COURSE DESCRIPTIONS	EVALUATION PLANS	STATE LICENSURE/REGIONAL ACCREDITATION OF INSTITUTION	INDIVIDUAL COURSE APPROVAL REQUIRED	DESIGNATION OF AREA OF STATE TO BE SERVED	PROPOSED CONTRACTS/AGREEMENTS	AVAILABILITY TO PART-TIME/ EVENING STUDENTS	STUDENT FIELD/CLINICAL EXPERIENCE, INTERNSHIPS	ADVANCE PLACEMENT, CREDIT BY EXAM, PRIOR EXPERIENCE CREDIT
MARYLAND		X	X	X	X	X		X	X	X	X	X
MASSACHUSETTS	X	X							X	X	X	X
MISSISSIPPI			X						X			
MISSOURI	X	X	X									
NEW JERSEY	X	X	X	X	X			X	X		X	
NEW MEXICO												
NEW YORK	X	X	X	X	X			X				
NORTH CAROLINA			X	X				X	X			
OHIO				X		X					X	
OREGON	X	X	X		X				X	X		
PENNSYLVANIA												
SOUTH CAROLINA	X	X	X	X								

	RELATIONSHIP TO ROLES, MISSION/SCOPE OF INSTITUTION	RELATIONSHIP TO EXISTING PROGRAMS IN INSTITUTION	PROGRAM START DATE	NEW COURSE DESCRIPTIONS	EVALUATION PLANS	STATE LICENSURE/REGIONAL ACCREDITATION OF INSTITUTION	INDIVIDUAL COURSE APPROVAL REQUIRED	DESIGNATION OF AREA OF STATE TO BE SERVED	PROPOSED CONTRACTS/AGREEMENTS	AVAILABILITY TO PART-TIME/ EVENING STUDENTS	STUDENT FIELD/CLINICAL EXPERIENCE, INTERNSHIPS	ADVANCE PLACEMENT, CREDIT BY EXAM, PRIOR EXPERIENCE CREDIT
TENNESSEE	NOT SPECIFIED											
UTAH	X	X	X	X					X			
WASHINGTON**	X	X	X	X	X		X	X	X		X	
WEST VIRGINIA			X	X		X						
WISCONSIN	X	X		X	X		X	X	X		X	X

* The Florida Department of Education does not approve new programs, but must conduct a technical review before any new program is offered.

** The Washington State Board for Community College Education approves only vocational programs. Individual Colleges are permitted to approve their own academic programs.

COMMUNITY COLLEGE

PROGRAM APPROVAL PROCEDURES

ALABAMA

Each proposal for a new program leading to an associate degree or a certificate is submitted to the state superintendent of education for approval. The staffs of both the Alabama Department of Education and the Alabama Commission on Higher Education review each proposal. It appears that the Commission review is advisory to the state department of education.

Proposal submission deadlines are quarterly, and the earliest starting date is six months later.

ARKANSAS

The state attorney general's office has defined associate of applied science degree and certificate programs as not being college degrees under a state law requiring certain history and constitution courses to be included in degree programs.

Except in emergency situations the Arkansas Board of Education approves new programs only twice a year. Generally, a new program proposal can be submitted up to a few weeks before the state board meeting at which it will be approved, although formally specified procedures call for proposals to be submitted at least 60 days before the meeting.

ARIZONA

The State Board of Directors for Community Colleges of Arizona normally acts upon a request for a new program at the regular meeting following the meeting when the proposal is submitted. Presumably, one month is the required lead time. Between submission and approval, the state-level community college staff, a curriculum committee, and the division of vocational education in the department of education review and make recommendations concerning a proposed vocational program. Colleges must apply for state approval of each new vocational course by the first of July for state reimbursement beginning in the fall semester, and by November 1 for reimbursement of new courses offered in the spring semester.

No procedures are specified for college transfer programs, but cooperative education programs must be approved by the state community college board.

CALIFORNIA

The Board of Governors of the California Community Colleges approves individual community college master plans but educational programs and courses are approved by the Chancellor's Office. The chancellor is the executive officer of the state board. The California Postsecondary Education Commission appears to have a role that is exclusively advisory. The commission must review proposed new programs within 60 days of their receipt, and the chancellor's office normally makes its decision within 90 days of its receipt of each new proposal.

COLORADO

The program approval process is undergoing review. The State Board for Community Colleges and Occupational Education has the authority to approve all community college educational programs. Programs leading to associate degrees must also be approved by the Colorado Commission on Higher Education.

CONNECTICUT

The Board of Trustees of Regional Community Colleges and the Board of Higher Education both must approve new associate degree and certificate programs to be offered by Connecticut community colleges. A two-stage process is used. The first stage is planning approval and the second stage is licensure and accreditation. The Academic and Professional Education Committee of the Board of Higher Education has a normal 60-day limit for its review. The requesting institution must submit its application for program licensure to the state higher education board within six months of receipt of planning approval and at least eight months before the proposed date of implementation. Initial licensure is granted for two years. Thereafter, each program is evaluated at two-or three-year intervals for extension of licensure and/or state accreditation. State "continuing accreditation" is granted for periods of five or ten years but not until a program has completed twelve years of successful operation.

DELAWARE

Delaware has only one community college. Each of its four campuses initiates new program proposals to the president/state director. Approval of a new associate program generally takes one month or less.

FLORIDA

Each community college board of trustees in Florida approves its own educational programs, but only after an advisory technical review has been made by the community college division staff in the Florida Department of Education.

ILLINOIS

Each Illinois community college submits an annual master plan to the Illinois Community College Board. Proposed new programs are included in each revised master plan. The Illinois Board of Higher Education must subsequently approve any new educational program.

New individual courses are also subject to approval by the Illinois Community College Board. Course approval requests must be made at least six weeks before the proposed implementation dates.

INDIANA

New program proposals are accepted by the Indiana Commission on Higher Education in the two-week periods ending December 31, June 30 and September 30. For vocational programs, the commission is advisory and the State Board of Vocational Technical Education has final approval authority.

IOWA

Proposed postsecondary area school programs are submitted to the Area Schools Division of the Iowa Department of Public Instruction. Then the Iowa Coordinating Council for Post-High School Education provides an advisory review before the State Board of Public Instruction makes its decision to approve or disapprove a program. Most program approval decisions require forty days or less for staff review.

KANSAS

The president of a community junior college must submit a letter of intent concerning any proposed new programs to the Director of Postsecondary Education in the Kansas State Department of Education. The letter of intent must be submitted at least one year before May 1 of the year when the program is to be initiated. An exception is made for a "special and emergency need program", in which case a program proposal may be submitted on the first day of any month.

The Director of Postsecondary Education has a maximum of 60 days to make his recommendation to approve or disapprove the program.

KENTUCKY

No specific procedures were provided.

MARYLAND

In December of each year, each community college president must submit a master plan listing of all new programs proposed for the next five years. A letter of intent is sent to the Maryland State Board for Community Colleges, containing a list of all new programs proposed for the following academic year. The executive director of the state board solicits reactions to all the letters of intent from the Division of Vocational and Technical Education and the State Board of Higher Education. Those reactions are summarized and evaluated and returned to the presidents.

Community college presidents subsequently submit full-scale program proposals to the state community college board. After approval by the State Board for Community Colleges, the State Board of Higher Education must also approve or disapprove each proposed new program.

MASSACHUSETTS

The new program proposals are submitted first to the Director of Educational Planning of the Massachusetts Board of Regional Community Colleges. The board staff and the Educational Policies Committee of the Presidents' Council review each proposal and solicit comments from presidents and deans.

New program proposals must be received 21 days before the state board meeting when state board action to approve is desired.

MISSISSIPPI

Public junior colleges are not required to obtain state-level approval of programs leading to associate of arts or associate of science degrees.

Proposed vocational-technical programs must be received by the Mississippi Junior College Commission at least four weeks before the quarterly meeting when its approval is requested.

MISSOURI

The Missouri Coordinating Board of Higher Education approves all new community college associate degree and certificate programs. The Department of Elementary and Secondary Education also approves occupational courses for purposes of state reimbursement.

A minimum of 90 days is required between receipt and approval of new degree and certificate programs by the state coordinating board.

NEW MEXICO

The New Mexico Board of Educational Finance - Commission on Postsecondary Education exercises only budgetary control over new community college educational programs.

NEW JERSEY

Each community college submits a "preliminary program announcement" to the New Jersey Department of Higher Education. The department solicits comments from all colleges in the state, then responds to the initiating community college, either encouraging or discouraging further development of the program.

The proposing institution then develops and submits a full program proposal. Each proposal is reviewed by an outside consultant and the Curriculum Coordinating Committee (comprised of three community college presidents, three deans, and one trustee). Technology, health, and law enforcement programs are also reviewed by specialized committees. After committee and department review, the Board of Higher Education takes final action.

Preliminary proposal review normally takes approximately three weeks. After receipt of the final proposal, which may require up to two years to develop, final approval by the state board normally occurs within three months.

NEW YORK

The State University of New York requires a letter of intent as the first step in the community college program approval process. After receiving comments on a letter of intent, a community college develops and submits a full program proposal. The proposal guidelines suggest six months as a reasonable time period between receipt of the proposal and the initiation date for a new program.

In addition, approval of new community college programs is required by the New York State Education Department as well as by the State University of New York.

NORTH CAROLINA

The State Board of Education has the exclusive authority to approve new community college programs in North Carolina, except in the case of college transfer programs. The approval of a college transfer program also requires approval by the govenor, the state Advisory Budget Commission of the state legislature, and by the legislature itself. One reason for the required legislative approval is that the addition of a college transfer program at a technical institute is approved at the same time the technical institute is converted to a community college.

OHIO

The Ohio Board of Regents requires preliminary staff approval of proposed degree programs before full program proposals are developed. Proposal guidelines suggest that requests for preliminary approval should be obtained at least six months before the intended date of formal application and preferably by November 1 of each year.

OREGON

The State Board of Education must approve each vocational-technical curriculum submitted by community colleges. Prior to Board action, each curriculum undergoes a two-fold review: one, a Department staff and Educational Coordinating Commission review of the application itself and, two, upon approval of the application, a comprehensive study of subject matter to determine appropriateness and suitability. The approval process usually takes six months.

The Oregon Educational Coordinating Commission has statutory authority to disapprove curricula in which there is significant adverse educational or fiscal impact on institutions in one or more other segments of education. However, the Commission must first negotiate with the appropriate governing boards.

To be eligible for state reimbursement, occupational upgrading, transfer and general self-improvement classes are approved individually by Department staff. Approval time is usually two weeks after receipt by the Department.

PENNSYLVANIA

Each community college board of trustees has the final approval authority over its own new educational programs.

SOUTH CAROLINA

All proposed new associate degree or diploma programs must be approved by the institutional "area commission", the State Board for Technical and Comprehensive Education, the Commission on Higher Education and the Department of Curriculum and Instruction.

A letter of intent for a new associate degree program must be submitted to the higher education commission at least 90 days before the desired date of its approval and to the Department of Curriculum and Instruction at least 100 days before the desired date of its approval. For a diploma program, a letter of intent must be submitted 30 days before anticipated action by the Education Committee of the State Board for Technical and Comprehensive Education.

SOUTH CAROLINA (continued)

The Commission on Higher Education requires that all proposals for new associate degree programs be reviewed by one of two advisory committees before commission action occurs. The commission advisory committees normally meet only once in each quarter, usually February, May, July and October.

TENNESSEE

Both the Tennessee State Board of Regents and the Tennessee Higher Education Commission must approve all proposed new community college associate degree and certificate programs.

The average length of time required for program approval varies from about one month for programs contracted with industries or other agencies, to three or four months in cases requiring the use of outside consultants.

UTAH

The State Board of Regents approves all new degree and certificate programs in Utah public two-year colleges, both vocational and transfer programs. For purposes of articulation, the Regents receive recommendations from the State Board for Vocational Education regarding proposed new vocational programs.

Phase I and Phase II planning proposals are submitted to the Office of the Commissioner for review and evaluation, and recommendations are then prepared for action of the Regents. New proposals may be submitted at any time. The Regents meet monthly.

WASHINGTON

A community college desiring to offer a new "vocational preparatory program" must send a notice of intent to the Vocational Directors Regional Council in its region. There are six regions in the state. Each regional council must respond to the initiating college within fifteen working days of its receipt of the notice of intent. The college has a maximum of fifteen more working days, or thirty in all from its original submission, to submit a complete notice of intent to the State Board for Community College Education. The revised notice of intent must include reasons for opposing any negative comments received from the regional council.

The state board must respond to the completed notice of intent within 20 working days of receipt. The college then has a maximum of 120 working days to develop and submit a complete program approval proposal to the state board. The state board must approve or disapprove each completed program proposal within 30 days of receipt.

Non-vocational programs do not require state-level approval.

WEST VIRGINIA

Each community college must apply to the West Virginia Board of Regents for approval of all new proposed associate degree and certificate programs.

Deadlines for proposal submission are December 1 for program initiation the following summer, February 1 for fall initiation, and July 1 for spring initiation.

WISCONSIN

The Wisconsin Board of Vocational, Technical and Adult Education, in cooperation with the sixteen statewide VTAE districts, approves all educational programs supported by district, state and federal funds in the Wisconsin VTAE system. The process is formalized and has been in operation in its present form since 1969. Rules and regulations are outlined in Wisconsin Statutes and the document entitled VTAE Career Program Procedures Manual. The process includes an Indication of Interest to begin the process and the development of a program proposal approved at the state board level.

ALABAMA

Associate of Arts (A.A)

Purpose: Liberal Arts Transfer

96 quarter hours

Fr. Comp.	10
Eng. or Am. Lit.	10
History	10
Soc. Sci.	10
Sci. & Math.	20
Fine Arts	6
Health & P.E.	3
Electives	27

Associate in Science (A.S.)

Purpose: Specialized Professional or General Transfer

96 quarter hours

Fr. Comp.	10
Eng. or Am. Lit.	5
Soc. Sci./Hist.	10
Sci. & Math	15
Health & P.E.	3
Add'l in Major or Related Field	53

Associate in Applied Science (A.A.S.)

Purpose: Specific Vocational/ Technical Area

96 quarter hours

not specified

Other Associate Degrees/Certificates

Certificate - "terminal" programs less than 96 quarter hours

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ARIZONA

Associate of Arts (A.A.)

(Individualized College Standards)

Purpose: Generally Transfer Programs

60-64 semester hours -
24-37 in General Education

Associate in Science (A.S.)

(Individualized College Standards)

Purpose: Generally Both Transfer and Occupational
60-64 semester hours -
0-36 in General Education

Associate in Applied Science (A.A.S)

Purpose: Generally Occupational

60-64 semester hours
0-24 in General Education

Associate in General Studies

60-64 semester hours
Certificate - Not Specified

ARKANSAS

Associate in Arts (A.A.) - Purpose is primarily Transfer. "Appropriate general education segment."

Associate in Science (A.S.) - Purpose is primarily Transfer. "Appropriate general education segment."

Associate in Applied Science (A.A.S) - Purpose is primarily Occupational.

Other Associate Degrees/Certificates
Certificate of Proficiency - Occupational programs 1-4 semesters in length.

CALIFORNIA

Associate in Arts (A.A) - Purpose appears to be college transfer. 60-64 semester hours (18 hours in a particular discipline, 15 hours of general education including at least one course in each of the following: natural science, social sciences, humanities, "learning skills," and ethnic studies.

Associate in Science (A.S.) - Purpose appears to be college transfer and occupational education. 60-64 semester hours - "...shall satisfy all the requirements for an associate of arts degree and shall include a major of at least 18 semester hours in the fields of engineering, physical and biological sciences, or occupational curriculum."

Other Associate Degrees/Certificates
Certificate of Achievement - "any course of study or curriculum as specified in the college catalog"

CONNECTICUT

All three degrees (Associate in Arts, Associate in Science, and Associate in Applied Science) are awarded, but not formal difference is specified. Requires "...two years of study or its equivalent, must include no less than sixty and no more than sixty-eight semester hours of course work, with a general education component and an area of specialized study."

Certificate - one year of full-time work or its equivalent. "Lacking the general education component required in the Associate Degree Program, certificate programs may help the student to learn about new developments in his/her field or to acquire skills needed to enter a new occupation.

DELAWARE

No specified standards for Associate in Arts or Sciences.

Associate of Applied Science - "In addition to technical and related studies courses required in each technology, each student must take Human Relations, Political Science, and Advanced Reading and Study Skills."

FLORIDA

Associate in Arts (A.A.) -"Completion of 60 semester hours or 90 quarter hours of academic work, exclusive of occupational courses." "Completion of an approved general education program of not fewer than 36 semester hours or 54 quarter hours.

No specific requirements for other associate degrees and certificates.

ILLINOIS

Associate of Arts (A.A.) - No specific standards except a passing grade in a course or on an examination in the Constitution.

Other Associate Degrees and Certificates:
Associate in Liberal Studies
Associate in Arts & Sciences
Associate in General Education
Associate in General Studies
Certificate of General Studies.

30 semester hours or 45 quarter hours or more

INDIANA

No specific standards

IOWA

Associate in Arts - Communications-12 quarter hrs., Humanities-6 quarter hrs., Math/Science-9 quarter hrs., Soc. Science-9 quarter hrs., Total - 90 quarter or 60 semester hrs., Minimum GPA - 1.8

Associate in Science - "...Requires an appropriate math/science core or the completion of a career option program."

Associate in Applied Science - "An approved preparatory career program preparing students for employment in a techical occupational occupation and other appropriate occupations."

Other Associate Degrees/Certificates:
Associate in Applied Arts
Associate in General Studies
Diploma - at least 12 weeks
Certificate - non-degree, non-diploma

KANSAS

No specific standards, but revised regulations are being developed.

KENTUCKY

Associate in Arts - Minimum of 60 semester hours. Two semesters of English Composition or score of 22 on ACT English Exam and one semester of English Composition.

Specific requirements are published for individual associate degree programs for all community colleges.

MARYLAND

Programs leading the the A.A. degree are labeled either "transfer" or "occupational" --Minimum of 15 semester hours in arts and sciences courses (humanities, natural sciences, mathematics, social sciences) for all associate degree programs. Requirement that English foreign language, social science, math, fine arts, and elective courses be "equivalent" to lower-division requirements of four-year institutions for college-transfer.

Certificates are awarded, but no specific standards are published.

MASSACHUSETTS

A.A., A.S., A.A.S. degrees and certificates are awarded. No specific standards.

MISSISSIPPI

Minimum 60 semester hours required for all associate degrees. No other specific requirements.

MISSOURI

No specific requirements but requirements are apparently under consideration. A.A. and A.S. programs are considered as transfer programs.

NEW JERSEY

Associate in Arts - Purpose: Transfer-oriented. "Emphasize liberal arts, humanities, and other fine and performing arts." 60-66 semester hours; exceptions allowed for externally imposed requirements. 45 semester hours in general education.

Associate in Science - Purpose: Transfer-oriented, "...Emphasize mathematics, the biological or physical sciences, business, and allied health." 60-66 semester hours; exceptions allowed for externally imposed requirements. 30 semester hours in general education.

Associate in Applied Science - Purpose: Career preparation. "Emphasize preparation in the applied arts and sciences for careers, typically at the technical or semi-professional level. Such programs are designed to prepare students for job entry at the completion of the two-year program, not-withstanding any career ladder arrangement that may be in effect for a particular A.A.S. program." 60-66 semester hours; exceptions may be allowed for externally imposed requirements. 20 semester hours in general education.

Certificate - fewer than 36 semester hours and no general education required.

Diploma - at least 30 semester hours, including at least 10 semester hours in general education.

NEW MEXICO

No specific standards

NEW YORK

Minimum of 60 semester hours required for all associate degrees.

Associate in Arts - 45 semester hours in liberal arts and sciences.

Associate in Science - 30 semester hours in liberal arts and sciences.

Associate in Applied Science - 20 semester hours in liberal arts and sciences.

Other Degrees
Associate in Occupational Studies - no liberal arts hours required.

NORTH CAROLINA

Associate in Arts - Communications, 9-10 quarter hrs.; Humanities/Fine Arts, 14-18 quarter hrs.; Math, 5-10 quarter hrs.; Science, 9-12 quarter hrs.; Social Science, 12-15 quarter hrs.; P.E., 3-6 quarter hrs.; Electives, 25-44 quarter hrs. Total = 96 quarter hours.

Associate in Science - Communications, 9-10 quarter hrs.; Humanities/Fine Arts, 6 quarter hrs.; Math, 18-20 quarter hrs.; Science 24 quarter hrs.; (with 2 hrs. Lab Science); Social Science, 9 quarter hrs.; P.E., 3-6 quarter hrs.; Electives, 21-27 quarter hrs. Total = 96 quarter hrs.

Associate in Applied Science - No specific standards, but proposed standards are currently under review.

Associate in Fine Arts - Communication, 9-10 quarter hrs., Humanities, 12 quarter hrs.; Social Science, 9 quarter hrs.; P.E., 3 quarter hrs.; Electives, 3-22 quarter hrs.; Prof. Courses, 36-54 quarter hrs,. Total = 96 quarter hrs.

Diploma - Four quarters minimum or 64 quarter hrs.

OHIO

For all associate degrees, minimum of 60 semester hours or 90 quarter hours. Maximum of 4 semesters or 7 quarters of full-time study.

Associate in Arts - Purpose: Progression toward the baccalaureate. English Comp./Lit., 9 quarter hrs.; Humanities, 15 quarter hrs.; Social and Behavioral Sciences, 15 semester hrs.; Natural Sciences/Math, 15 quarter hrs.

Associate in Applied Science - Purpose - "Preparation of individuals for paid or unpaid employment, or for additional preparation for a career requiring other than a baccalaureate or advanced degree." 45 quarter hrs. or 30 semester hrs. of technical courses; 21 quarter hrs or 14 semester hrs in basic related studies; 21 quarter hrs. or 14 semester hrs. of general or non-technical studies.

OHIO (Continued)

Other degrees:

Associate of Applied Business (same as A.A.S.)
Associate of Individualized Study - individually designed for each student.
Associate of Technical Study
Associate of Labor Studies
One-Plus-One (Transfer after one year)

OREGON

No specific requirements

SOUTH CAROLINA

All associate degree programs require at least 96 quarter hours. Programs in allied health, engineering, and occupational technologies require at least 105 quarter credit hours.

All associate degree programs require a minimum of 24 quarter hours in general education, 12 quarter credits of electives, and 24 quarter credits in each major field.

Other associate degrees: Associate in Agriculture, Associate in Heath Science, Associate in Nursing, Associate in Business, Associate in Engineering Technology, Associate in Industrial Technology, Associate in Occupational Technology, Associate in Public Service.

Technical Diploma - requires at least 48 quarter hours.

TENNESSEE

Minimum of 96 quarter hours for each associate degree program. All associate degree programs designed for transfer require:

English Comp.	9 quarter or 6 semester hours
Humanities	12 quarter or 9 semester hours including 3 hrs. in literature
American History	9 quarter hours or 6 semester hours
Natural/Physical Sciences/ Math	12 quarter hours or 9 semester hours, including one year of science and one course in math
Physical Education	3 quarter or 2 semester hours, requires a 3 quarter or 2 semester sequence
Foreign Language	1 year

Waivers are allowed on approval of President and State Board.

Neenah Bond
25% COTTON FIBER

VIRGINIA

Associate in Arts - Humanities--English Comp., 9 quarter hours; Communication Skills--Literature, 6-9 quarter hrs, English or Speech, 0-3 quarter hours; Art, Drama, Music, Humanities, Philosophy, 0-6 quarter hours; Foreign Language, 12-24 quarter hours; Social Sciences--History, 9 quarter hours, Economics, 0-9 quarter hours, Government, 0-9 quarter hours, Psychology or Human Relations, 0-9 quarter hours, Sociology, 0-9 quarter hours; Natural Sciences & Mathematics--Natural Sciences, 12-15 quarter hours, Mathematics, 9 quarter hours; Health, P.E., or Recreation, 3-6 quarter hours; Orientation, 1 quarter hour; Electives, 3 - 21 quarter hours.

Total = 97 quarter hours.

Associate in Science -

Humanities		
English Comp	9	quarter hrs
Comm Skills	0	"
Literature	0-3	"
English or Speech	0-3	"
Art, Drama, Music, Humanities, Philosophy	0-3	"
Social Sciences		
History	3-9	"
Economics	0-9	"
Government	0-9	"
Psychology or Human Relations	0-9	"
Sociology	0-9	"
Natural Sciences & Mathematics		
Natural Sci.	12-24	"
Mathematics	9	"
Health, P.E., or Recreation	3-6	"
Orientation	1	"
Electives	48	"

TOTAL = 97 quarter hours

Associate in Applied Science

Humanities		
English Comp	0	quarter hours
Communication Skills	6-9	"
Literature	0-3	"
English or Speech	0-3	"
Art, Drama, Music, Humanities, Philosophy	0	"
Social Sciences		
History	-	
Economics	3	"
Government	3	"
Psychology or Human Relations	3	"
Sociology	-	

VIRGINIA (Continued)

Associate in Applied Science (Continued)

Natural Sciences & Mathematics	
Natural Science	-
Mathematics	-
Health, P.E., or Recreation	3-6 quarter hours
Orientation	1 "
Electives	75 "

TOTAL = 97 quarter hours

Diploma and Certificate Programs available

WASHINGTON

No specific requirements

WEST VIRGINIA

No specific requirements

WISCONSIN

Minimum of 64 semester hours required for all associate degree programs, with at least 32 semester hours in the major field of instruction.

Associate of Arts - English & Speech, 10-12 semester hours.
Math & Science, 6-8 semester hours
Social Science, 12-15 semester hours
Humanities, 6-8 semester hours
Electives, 17-26 semester hours

Associate of Applied Science -
Occupational Field Requirements and Electives, 39-41 sem. hrs.
General Education, 15 sem. hrs.
Student Electives, 4-8 sem. hrs.
The above must include at least 27 semester hours in science and math.

Associate in Applied Arts -
Same as A.A.S., except 33 semester hours of social sciences/ humanities, one substituted for the math/science requirement.

UNIVERSITY OF CALIF.
LOS ANGELES

AUG 3 1979

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